

JOB DESCRIPTION



Title: Researcher

Reports to: Research Director

Responsible for: N/A

Office location: Agilysis' Banbury office, and other locations as required (including client premises and potentially home working)

Job Purpose

The post holder will support design and delivery of a range of high-quality research products provided by Agilysis Limited and its associated companies. The post holder will also provide expert guidance on statistical testing and methodologies.

Key Responsibilities

- Design and deliver research projects in transport safety, as directed by the Research Director, employing a variety of quantitative and qualitative methods appropriate to client needs
- Identify appropriate methodologies and undertake statistical testing for existing and developing projects
- Analyse and interpret patterns and trends.
- Conduct client liaison as necessary to facilitate research projects
- Prepare, author, and proofread client report documents
- Communicate and connect with clients and other road safety stakeholders to support service delivery
- Follow a strict code of ethics and protect confidential information at all times
- Pursue continuous professional development and training to maintain relevant knowledge and skills
- Attend and present papers at conferences representing Agilysis

Scope and Scale

The role will be responsible for implementing delivery of high-quality evaluation and research products and services to clients. It is anticipated that the role will develop over time into leading many aspects of such projects. The role will also support delivery of other analytical and reporting services as required.

Performance Expectations

The post-holder will be appraised by the Research Director. They will be expected to work proactively in accordance with agreed policies and procedures.

Approval & Review

Signed:

Date: 03/01/2024

Post approved by: Tanya Fosdick

This job description is due for review on: 03/01/2025

Job Description

Agilysis Limited

A company registered in England

Company registration number: 10548841

VAT registration number: 260 4741 19

Directors: D Campsall, R Owen, B Walton, K Batchelor, T Fosdick

Registered Office: 27 Horse Fair, Banbury OX16 0AE

Title: Researcher

Business Competencies

Scale 0 - 4	Expected level of competence
Strategy and planning	2
Commercial awareness	2
Service provision (contract management, accounts, etc)	2
Leadership and initiative	2
Changing and improving	2

Education, Training & Qualifications

Scale 0 - 3	Expected level of competence
Educated to GCSE level or equivalent	3
Educated to A-Level or equivalent	3
Relevant University degree	3
Relevant professional qualification or certified training	1

Key Competencies

Scale 0 - 4	Expected level of competence
Collaboration and communication skills	2
Organisational and time management skills	2
Ability to curate and implement procedures and processes	2
Microsoft Office Suite and basic IT literacy	3
Flexible working	2

English language skills, both written and verbal	3
Administration (Contracts, appraisals, Ts & Cs, general paperwork/documentation, etc)	1
Full driving licence and use of a car*	2

*Scale 1 - 3

Management Competencies

Scale 0 - 4	Expected level of competence
People	3
Projects	2
Finance	0
Change	1
Risk	2

Knowledge and Skills

Key Experience and Knowledge	Key Skills
Road safety knowledge	Project management software
Evaluation Methodology	Independent working
Document design and preparation	
Research Methodology	
Social research methods and statistical techniques	

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Person Profile

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